OFFICE OF STATEWIDE HEALTH PLANNING AND DEVELOPMENT
Healthcare Information Division
Accounting & Reporting Systems Section
818 K Street, Room 400
Sacramento, California 95814
(916) 323-7685   FAX (916) 322-1442

November 20, 2002

Dear Administrator:

In June 1999, a contract was awarded to the consulting firm of Clark, Lowry and Koortbojian to review the financial and utilization reports submitted by California hospitals to the State. This review was mandated by SB 1973 (Statutes of 1998) and culminated with the issuance of a report titled "Review of Hospital Financial and Utilization Data Reporting". The primary objectives of the review were to identify opportunities to eliminate data that were no longer useful, to reduce redundant reporting of similar data to different State departments, and to consolidate reporting where feasible.

One of the contractor's recommendations was to consolidate the Office of Statewide Health Planning & Development's (OSHPD's) Annual Utilization Report of Hospitals with OSHPD's Hospital Annual Financial Disclosure Report. OSHPD reviewed this recommendation and determined that a streamlined version of the Annual Utilization Report, submitted over the Internet, would better meet the needs of OSHPD and its clients. The primary advantages of keeping the Annual Utilization Report separate was its uniform reporting period (calendar year), the level of reporting (by facility location instead of licensure), and its focus on licensure (instead of functions).

For the 2002 reporting year, Hospitals will submit their Annual Utilization Report data through the Internet, using the Automated Licensing Information and Report Tracking System (ALIRTS) application. This new web-based application offers a number of advantages over the previous paper reporting process. ALIRTS:

- "Does the math". It automatically completes column and line totals.
- Checks corresponding totals between tables.
- Provides on-screen messages when an error is made.
- Allows users to save their report and continue later and to submit revisions.
- Automatically completes licensing information for your hospital.
- Makes reports available for viewing and printing *immediately* after submittal.

Status

At this time no action on your part is required. This is simply an update on the ALIRTS project. The due date for submitting the 2002 data will be moved from February 15, 2003 to Spring of 2003. The specific date has not been set. When ALIRTS becomes available, you will have to establish an account and designate an account administrator. In preparation for ALIRTS, please be sure that your facility meets the following system requirements:

1. **Access to a personal computer (with the following <u>minimum</u> configuration)**
   - 133 MHZ processor with 64MB RAM
   - 28.8kps modem or faster
   - Windows 95 operating system (or higher) – ALIRTS is not compatible with Macintosh computers
   - Microsoft Internet Explorer version 5.0 (or higher) for Windows – ALIRTS will not function properly with Netscape.
   - 128-Bit Encryption browser security
2. **Internet Access (via Internet Service Provider)**
3. **E-mail**

Note: A higher end PC and faster Internet connection will result in faster response times. If you are uncertain whether you've met these requirements, contact your in-house Information Technology or PC support department or OSHPD at 916.323.7685.

ALIRTS Information Resources

To find out more about ALIRTS, go to www.oshpd.state.ca.us/hid and click on the ALIRTS link located at the bottom of the page. From here, you can view a summary of (report) changes and the revised reporting requirements. To access this information, simply click "What's New" from the left navigation bar.
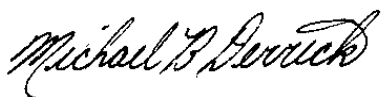
You may also contact OSHPD directly at 916.323.7865 or email us at alirts@oshpd.state.ca.us for more information.

Next Steps

✓ Check the ALIRTS information web site frequently for updated information
✓ Make sure you meet the minimum PC requirements
✓ Look for upcoming mailings from OSHPD regarding ALIRTS registration

   ALIRTS saves time and makes it easy to submit Annual Utilization Report data!

Sincerely,

Michael B. Derrick

Michael B. Derrick, Supervisor
Licensed Services Data & Compliance Unit